

State of Maryland
Department of Health and Mental Hygiene

State Board for the Certification of Residential Child Care Program Professionals
General Session Minutes - January 14, 2011
Metro Executive Building - Room 100
Baltimore, Maryland

In Attendance

Bruce Anderson, Secretary
Carmen Brown
Cheryl Brown
William Childers
Shanda Crowder
Ada Pearl Thomas
Mary Rode

Absent

Al Zachik, MD, Chair
Robin El-Amin, Vice Chair
Krystal McKinney
Steve Sorin
Sequaya Tasker

Staff

Kimberly Mayer, Executive Director
Carol Johnson, Deputy Director
Richard Bloom, AAG

I. CALL TO ORDER

Bruce Anderson, Secretary of the State Board for the Certification of Residential Child Care Program Professionals ("State Board") called the General Session meeting to order at approximately 3:30 AM.

II. REVIEW AND APPROVAL OF GENERAL SESSION MINUTES

The State Board reviewed the Executive Session minutes from the January 11, 2011, meeting. Motion made by Carmen Brown: Approve the Executive Session minutes as prepared. Motion seconded by William Childers. Motion approved unanimously.

III. EXECUTIVE DIRECTOR'S REPORT

Kimberly Mayer, Executive Director of the State Board Reported:

- A. RCYCP Certification Program - The State Board approved a work plan for the implementation of the RCYCP certification program. A copy of the updated work plan was provided in the meeting materials.
- B. Board Meeting Dates - Mark your calendar...The 2011 meeting dates are February 11 (snow date February 18), March 11, April 8, May 13, June 10, July 8, September 9, October 14, and December 9. The Board will not meeting in August or November.
- C. 2011 Standards Examination Dates - For 2011, the Standards Examination for Residential Child Care Program Administrators will be administered on February 14 and August 24. Special accommodations for alternate exam dates can be made by contacting the State Board offices.
- D. Certification Report - As of December 30, there were 153 actively certified program administrators, 4 individuals approved for acting capacity and 50 who have not renewed their certification.

IV. REVIEW AND APPROVAL

A. Application: CRCCPA-D - The draft application for Designation as a Certified Program Administrator for 2 Individually Licensed Organizations was presented to the Board for preliminary review. Several suggestions were made to improve the document. Staff will rework the application and present it to the Board for consideration at the February meeting.

B. Winter 2011 Newsletter - The Winter 2011 Newsletter was presented to the Board for review and approval. Motion made by Cheryl Brown: Approve the newsletter adding information concerning the recent appointment of DHMH, DJS, and DHR Secretaries. Motion seconded by Mary Rode. Motion approved unanimously.

V. OPPORTUNITY FOR PUBLIC COMMENT

The State Board offered an opportunity for public comment at the meeting. No comments were made.

VIII. ADJOURN

Pursuant to the Maryland State Government Article, Annotated Code of Maryland, §10-501 et seq. on a motion made by Mary Rode and seconded by Ada Pear Thomas, those State Board members present unanimously voted to close the General Session meeting at 10:30 AM for the purpose of complying with the Maryland Certification of Residential Child Care Program Professionals Act that prevents disclosures about particular matters. The State Board will review applications and address complaints and disciplinary issues.